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Maine State Plan for Independent Living : Fiscal Years 2005-2007

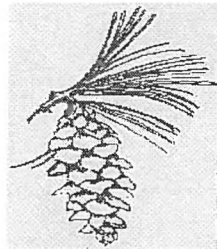
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MAINE
STATE PLAN
FOR
INDEPENDENT LIVING
FISCAL YEARS 2005 – 2007



Chapter 1, Title VII of the Rehabilitation Act of 1973, as Amended

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ATTACHMENTS

The following is a list of the attachments in the SPIL. The attachments listed are numbered to coincide with their section. It is recommended that these attachments not exceed a combined total of 40 pages in length.

<u>Attachment 1</u> <u>Goals, Missions, and Objectives</u>	23
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Section 1: Purpose of the State Plan for Independent Living (SPIL), under Chapter 1 of Title VII

1.1 Philosophy of the Programs (Sec. 701 of the Act; 34 CFR 364.2)

The State assures that in the implementation of this plan the State will:

- (a) Promote a philosophy of independent living (IL), including a philosophy of consumer control, peer support, self-help, self-determination, equal access, and individual, and system advocacy, to maximize the leadership, empowerment, independence, and productivity of individuals with significant disabilities, and to promote and maximize the integration and full inclusion of individuals with significant disabilities into the mainstream of American society by providing financial assistance to States;
- (b) Provide financial assistance for providing, expanding, or improving the provision of IL services;
- (c) Provide assistance to develop and support a Statewide network of centers for independent living (CILs), operated by consumer-controlled, community-based, cross-disability, nonresidential private nonprofit agencies that are operated within local communities by individuals with disabilities and that provide an array of IL services; and
- (d) Advocate for improving working relationships among the various entities providing services to and for people with significant disabilities.

1.2 Participation in the Programs (Sec. 704(a)(1) of the Act; 34 CFR 364.10)

The DSU and SILC understands that no Federal funds or other benefits can be made available under Chapter 1 unless the State conforms with all applicable statutory and regulatory requirements.

- (a) This SPIL reflects the State's commitment to carry out an IL plan under Chapter 1 of Title VII of the Rehabilitation Act of 1973, as amended (Chapter 1)¹, and also the State's planning and implementation activities related to the plan.

¹ Public Law 93-112, as amended by Public Laws 93-516, 93-651, 95-602, 98-221, 99-506, 100-259, 100-630, 101-336, 102-569, 103-73, and 103-218.

Section 2: Legal Basis and State Certifications (Sec. 704 of the Act)

- (a) As a condition to the receipt of financial assistance under Chapter 1, the

Maine Statewide Independent Living Council or the Maine SILC

(Name of Statewide Independent Living Council)

jointly with the DSU is authorized to develop and sign the SPIL. The DSU and SILC agree to administer the programs in compliance with the provisions of the Act, all applicable regulations, policies, and procedures promulgated by the Secretary, and the provisions of this SPIL.

- (b) The State legally may carry out each provision of the SPIL and the DSU has the authority under State law to perform the functions of the plan.

- (c) All provisions of the SPIL are consistent with State law.

- (d) The **Director of the Division of Vocational Rehabilitation**
(Title of State Official) (acting on behalf of DSU)

has authority under State law to receive, hold, and disburse Federal funds made available under the SPIL.

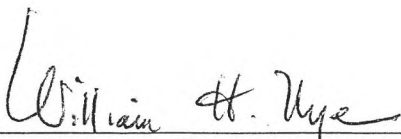
- (e) The SPIL being submitted has been adopted or otherwise formally approved by the DSU and SILC.

- (f) The SPIL is the basis for State operation and administration of the Chapter 1 programs, as appropriate,² and is available for public inspection.

- (g) The effective date of this SPIL is October 1, 2004.

²

If a State's expenditures earmarked to support the general operation of CILs is equal to or greater than the amount of Federal funds allotted to the State for this purpose, and the State has applied in SPIL Section 8 to administer the Part C, Ch. 1 program pursuant to section 723 of the Act, then the DSU must provide administrative support to the CILs; otherwise, the Secretary administers the CIL program pursuant to section 722 of the Act and the approved SPIL and the DSU is not required to provide administrative support services. §704(c)(2) of the Act)


SIGNATURE OF SILC CHAIRPERSON 6/30/04
DATE

William H. Nye
207-829-3051 (tty)


SIGNATURE OF DESIGNATED STATE UNIT DIRECTOR 7/1/04
DATE

Penny Plourde, Director, Division of Vocational Rehabilitation
207-624-5975


SIGNATURE OF DESIGNATED STATE UNIT DIRECTOR June 30 04
DATE

Harold Lewis, Director, Division for the Blind and Visually Impaired
207-624-5974

This document is incorporated by reference as transmittal from Maine Division of Vocational Rehabilitation as file name "MESPILO4.630" filed June 30, 2004 by Eric Dibner.

Section 3: Plan Submittal

3.1 Frequency of Submittal (Sec. 704(a)(3) of the Act; 34 CFR 364.11, 364.20(b))

- (a) This SPIL is for fiscal years 2005 - 2007. A three-year plan must be submitted every three years by July 1 of the year preceding the first fiscal year for which the plan is submitted, (i.e., July 1, 2004).
- (b) Plan amendments are submitted whenever the Secretary determines an amendment to the SPIL is essential during the effective period of the plan; or when there is a significant and relevant change that materially affects the information or the assurances in the plan, the administration or operation of the plan, or the organization, policies, or operations of the DSU or SILC.

3.2 State Plan Development (Sec. 704(a)(2) of the Act; 34 CFR 364.20(c))

The State plan is jointly developed and signed by the director of the DSU and the chairperson of the SILC or other individual acting on behalf of and at the direction of the Council.

3.3 Public Hearings (Sections 17, 704(m)(6) of the Act; 34 CFR 364.20(g), (h))

- (a) The State conducts public hearings to provide all segments of the public, including interested groups, organizations, and individuals, an opportunity to comment on the SPIL prior to its submission to RSA, and on any substantive review or revision of the approved SPIL. The DSU and SILC may meet the public participation requirement by holding the public hearings before a preliminary draft State plan is prepared or by providing a preliminary draft State plan for comment at the public hearings.
- (b) The State establishes and maintains a written description of procedures for conducting public hearings in accordance with the following requirements:
 - (i) The DSU and SILC shall provide appropriate and sufficient notice of the public hearings. Appropriate and sufficient notice means notice provided at least 30 days prior to the public meeting through various media available to the general public, such as newspapers and public service announcements, and through specific contacts with appropriate constituency groups and organizations identified by the DSU and SILC.
 - (ii) The DSU and SILC shall make reasonable accommodation to individuals with disabilities who rely on alternative modes of communication in the conduct of the public hearings, including providing sign language interpreters and audio-loops.
 - (iii) The DSU and SILC shall provide the notices of the public hearings, any written material provided prior to or at the public hearings, and the approved State plan in accessible formats (e.g., Braille, large print, on disk) for individuals who rely on alternative modes of communication.
 - (iv) At the public hearings to develop the State plan, the DSU and SILC will identify those provisions in the State plan that are State-imposed requirements. For purposes of this section, a State-imposed requirement includes any State law, regulation, rule, or policy relating to the DSU's administration or operation of IL programs under Title VII of the Act, including any rule or policy implementing any Federal law, regulation, or guideline, that is beyond what would be required to comply with the regulations in 34 CFR Parts 364, 365, 366, and 367.

- (c) The State identifies State imposed requirements resulting from the application of any State rule or policy relating to the administration or operation of the programs under Chapter 1. Following are descriptions of the State imposed requirements included in the SPIL, if any:

Bureau of Rehabilitation Services, Division of Vocational Rehabilitation, Independent Living Services Program Policy Manual (January, 2000 Final Rules)

3.4 Opportunity for Review and Comment Under State Review Process (34 CFR 76.141-142)

If the SPIL or an amendment to the plan is subject to the State review process, such materials are reviewed, and commented on, in accordance with the provisions of Executive Order 12372. Comments provided through the State review process will be transmitted to RSA.

Section 4: Statewide Independent Living Council (SILC) (Sec. 705(a) and (b) of the Act)

4.1 Composition of the SILC (Sec. 705(b) of the Act; 34 CFR 364.21(b))

(1) State the total number of persons on the SILC. As of 6/01/04	17
(2) State the number of SILC members with disabilities, as defined in 34 CFR 364.4 (b), and not employed by a State agency or a CIL	11
(3) Is a representative of the DSU an ex-officio, member of the SILC?	Y
(4) State the number of voting members on the SILC.	14
(5) State the number of different disability groups (physical, mental, cognitive, sensory, or multiple) represented by members of the SILC (up to five).	5
(6) Is a CIL director chosen by CIL directors within the State appointed to the SILC?	Y
(7) Does the SILC include representatives from other State agencies that provide services for individuals with disabilities.	Y
(8) Does the council have a voting membership that is knowledgeable about CILs and IL services?	Y
(9) Do Council members provide statewide representation?	Y
(10) Is the Council Chairperson elected from among the voting members of the Council by the voting members of the Council or the Governor, pursuant to section 705(b)(5) of the Act?	Y

4.2 Placement of the SILC (Sec. 705(a) of the Act; 34 CFR 364.21(a)(2))

The SILC is not established as an entity within any State agency, including the DSU, and is independent of the DSU and all other State agencies. Following is a brief description of the legal status and placement of the SILC:

The Maine SILC became incorporated in the State of Maine as Statewide Independent Living Council, and it received federal 501(c)3 tax exempt status in 2004. The Maine SILC is an independent organization and is not within any State agency.

4.3 Plan for Provision of Resources to the SILC (SILC Budget) Sec. 705(e) of the Act; 34 CFR 364.21(i))

- (a) In conjunction with the DSU, the SILC will prepare a Resource Plan Attachment 2 (SILC Budget) for the provision of resources, cash or in-kind, including staff and personnel, rent, supplies, telephone expenses, travel, and other expenses(e.g., child care, personal assistance services, and compensation to a member of the SILC, if the member is not employed or must forfeit wages from other employment, for each day the member is engaged in performing SILC duties) that will be necessary to carry out the functions of the SILC during the term of the SPIL.
- (b) The SILC will be responsible for the proper expenditure of funds and the use of resources it receives under the SILC Budget.
- (c) No conditions or requirements are included in the SILC Budget that will compromise the independence of the SILC.
- (d) While assisting the SILC in carrying out its duties under the SPIL, staff and other personnel assigned to the SILC under the SILC Budget will not be assigned duties by the DSU or other agency or office of the State that would create a conflict of interest.

Attachment 2 - Describes the SILC Budget.

Attachment 2 must include a description of the SILC's Budget for the three years covered by the SPIL, including the sources of funds, staff, supplies, and other resources made available under parts B and C of Chapter 1, Part C of Title I of the Act, and from State and other public and private sources, that may be necessary for the SILC to carry out its responsibilities under section 705 of the Act and the SPIL. No conditions or requirements may be included in the SILC's resource plan that may compromise the independence of the SILC. The SILC is responsible for

the proper expenditure of funds and use of resources that it receives under the resource plan. The SILC shall, consistent with State law, supervise and evaluate its staff and other personnel as may be necessary to carry out its functions. While assisting the SILC in carrying out its duties, staff and other personnel made available to the SILC by the DSU may not be assigned duties by the designated State agency or DSU, or any other agency or office of the State, that would create a conflict of interest.

SILC Resource Plan (see Attachment 2 for Budget)

The SPIL focuses SILC resources in new directions. Several years have been spent building SILC organizationally. In the coming three years – by extending SILC’s information hub, reaching out to communities throughout Maine, and researching and evaluating independent living needs – SILC will strengthen connections within the Maine disability community. The SPIL also envisions projects to help improve transportation, housing, and adult education.

SILC and the DSU are confident that SILC’s focused work can be accomplished despite limitations in State funding. Although the State has previously provided more than the \$35,000 budgeted in this SPIL, it cannot continue to do so without possibly affecting direct services to persons with disabilities. SILC will carefully monitor its own budget to be accountable for appropriate use of these resources.

SILC’s restructuring increases its reliance on the work of its committees and teams assigned to special tasks. The outcome for each task clearly depends on these working groups to carry out the plan. The committees and the individual members are the greatest resource SILC has. Facilitating the committees and task forces is the essential ingredient to accomplish SILC’s goals. The DSU will support the SILC’s meetings, committees, and administration.

SILC can use its non-profit status to develop funding sources that will support special projects. The DSU will provide technical support to SILC to build its fundraising effort. By collaborating with other Maine organizations and developing funding for surveys, community meetings, research, and model projects, SILC can leverage its limited

resources. Being a new small non-profit corporation can serve as a springboard to establish connections and extend SILC's influence.

Section 5: Designation and Responsibilities of the State Unit(s)

5.1 Designation (Sec. 704(c) of the Act; 34 CFR 364.22)

The State unit(s) designated to receive, account for, and disburse funds, and provide administrative support services is (are):

**Division of Vocational Rehabilitation &
Division for the Blind and Visually Impaired**

5.2 DSU Responsibilities under the SPIL (Sec. 704 (c) of the Act; 34 CFR 364.22)

The DSU:

- (a) Receives, accounts for, and disburses funds received by the State under Chapter 1 in accordance with the SPIL;
- (b) Provides administrative support services for the part B State IL services (SILS) program and the part C, Chapter. 1, CIL program in a case in which the program is administered by the State under section 723 of the Act;
- (c) Keeps such records and affords such access to such records as the Secretary finds to be necessary with respect to the programs; and
- (d) Submits the SPIL and such additional information or provides such assurances as the Secretary may require with respect to the programs.

Section 6: Staff and Staff Development

6.1 Personnel Administration (Sec. 12(c), 704(m) of the Act; 34 CFR 364.23)

- (a) The staff of service providers will include personnel who are specialists in the development and provision of IL services and in the development and support of CILs.
- (b) To the maximum extent feasible, each service provider will make available personnel able to communicate --
 - (1) With individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication

devices, Braille, or audio tape, and who apply for or receive IL services under the SPIL; and

- (2) In the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under the SPIL.

6.2 Personnel Development (Sec. 12(c), 704(m) of the Act; 34 CFR 364.24)

The State assures that service providers will establish and maintain a program of staff development for all classes of positions involved in providing IL services and, if appropriate, in administering the CIL program. The staff development program will emphasize improving the skills of staff directly responsible for the provision of IL services, including knowledge of the IL philosophy.

6.3 Affirmative Action (Sec. 704(m)(2) of the Act; 34 CFR 364.31)

All recipients of financial assistance under Chapter 1 take affirmative action to employ and advance in employment qualified individuals with disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

6.4 Nondiscrimination (34 CFR 76.500)

No individual will, on the basis of race, color, national origin, gender, age, or disability be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination under this SPIL.

Section 7: Financial Administration

7.1 General Provisions (Sec. 704(m)(3) of the Act; 34 CFR 364.34)

All recipients of financial assistance under Chapter 1 will adopt such fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for funds paid to the State under Chapter 1.

7.2 Source of State Funds (Sections 712(b)(2) and 7(7)(C) of the Act; 34 CFR 365.12, .13 and .14, 367.11, .42)

- (a) The one to nine non-Federal share of the cost of any project that receives assistance through an allotment under part B, Chapter 1 will be provided in cash or in kind, fairly evaluated, including plant, equipment, or services, consistent with 34 CFR 365.13, .14, and .15.

- (b) For the purpose of determining the Federal share with respect to the State, expenditures by a political subdivision of the State will, subject to regulations prescribed by the Secretary, be regarded as expenditures by the State.
- (c) The State may not condition the award of a grant, subgrant, or contract under part B, Chapter 1 or a grant, subgrant, or assistance contract under part C, Chapter 1 on the requirement that the applicant for the grant or subgrant make a cash or in-kind contribution of any particular amount or value to the State. Furthermore, an individual, entity, or organization that is a grantee or subgrantee of the State, or has a contract with the State, may not condition the award of a subgrant or subcontract under part B, Chapter 1 or part C, Chapter 1 on the requirement that the applicant for the subgrant or subcontract make a cash or in-kind contribution of any particular amount or value to the State or to the grantee or contractor of the State.

7.3 Financial Record Keeping (Sec. 704(m)(4)(A) and (B) of the Act; 34 CFR 364.35)

All recipients of financial assistance under Chapter 1 will:

(a) Maintain records that fully disclose--

- (1) the amount and disposition by each recipient of the proceeds of such financial assistance;
- (2) the total cost of the project or undertaking in connection with which such financial assistance is given or used, and
- (3) the amount of that portion of the cost of the project or undertaking supplied by other sources; and
- (4) compliance with the requirements of Chapter 1 and 34 CFR Parts 364, 365, 366, and 367.

(b) Maintain such other records as the Secretary determines to be appropriate to facilitate an effective audit.

7.4 Access to Financial Records (Sec. 704(m)(4 & 5) of the Act; 34 CFR 364.37)

All recipients of financial assistance under Chapter 1 will afford access to the Secretary and the Comptroller General or any of their duly authorized representatives, for the purpose of conducting audits and examinations, to all records maintained pursuant to section 7.3 of the SPIL immediately above and any other books, documents, papers, and records of the recipients that are pertinent to the financial assistance received under Chapter 1.

7.5 Financial Reports (Sec. 704(m)(4)(D) of the Act; 34 CFR 364.36)

All recipients of financial assistance under Chapter 1 will submit reports with respect to records required in section 7.3 of the SPIL, as the Secretary determines to be appropriate.

Section 8: State Administration of Part C Program³

NOTE - THIS SECTION APPLIES ONLY TO §723 STATES.

Maine is not a §723 state, so Section 8 and the related attachment do not apply to Maine.

³ (a) To meet the requirements in section 723(a)(1)(B) and (2) of the Act, a **§723 State must submit this section of the SPIL for approval each year** subsequent to the first year of approval to administer the Part C, Chapter 1 program.

(b) Unless the provisions of Attachment 8 are materially changed, submittal of this Section shall not constitute a material revision of the SPIL requiring public hearings or State review under SPIL Section 3.

Section 9: Information on Use of Part B, Chapter 1 Funds

9.1 Use of §711 funds in support of §713 purposes (Sec. 713 of the Act; 34 CFR 365.1)

Part B Funds are to be used only for any one or more of the following purposes (all optional):	Directly by DSU	Grant/Contract	Dollar Amt.
(a) Fund the resource plan for SILC (SPIL Section 4).	Y N	Y	\$25,000
(b) Provide IL services to individuals with significant Disabilities	N	Y	\$270,647
(c) Demonstrate ways to expand and improve IL services.	N	Y N	
(d) Support the general operation of CILs.	N	N	
(e) Support activities to increase capacity of public or nonprofit agencies and organizations and other entities to develop comprehensive approaches or systems for providing IL services.	N	N	
(f) Conduct studies and analyses, gather information, develop model policies and procedures, and present information, approaches, strategies, findings, conclusions, and recommendations to Federal, State, and local policy makers to enhance IL services.	N	N	
(g) Train individuals with significant disabilities, individuals providing services to individuals with significant disabilities, and other persons regarding IL philosophy.	N	N	
(h) Provide outreach to unserved or underserved populations, including minority groups and urban and rural populations.	N	N	

Attachment 1 describes the uses, objectives, and amounts of part B, Chapter 1 funds supporting each purpose.

Section 10: Outreach (Sections 704(l) and 713(7) of the Act; 34 CFR 364.32)

The State reaches out to populations, including minority groups and urban and rural populations, that are unserved or underserved by the programs funded under Chapter 1.

Attachment 1 describes the steps that will be taken regarding outreach to populations, including minority groups and urban and rural populations, that are unserved or underserved by the programs funded under Chapter 1. Attachment 1 also describes populations designated for special outreach efforts and the geographic areas in which they reside (e.g., individuals with significant disabilities residing on land controlled by American Indians.)

Section 11: Extent and Scope of IL Services (Sections 7(30), 704(e) and 713(1) of the Act; 34 CFR 364.43)

- (a) Attachment 1 describes all IL services to be provided under the SPIL to meet the objectives in Section 10.
- (b) The State provides the following IL core services to individuals and groups of individuals with significant disabilities:
 - (1) Information and referral;
 - (2) IL skills training;
 - (3) Peer counseling (including cross-disability peer counseling); and
 - (4) Individual and systems advocacy,
- (c) The IL core services may be provided directly by the DSU, or through grant or contract. While the State is required to provide these services, it may fund the services using funds from any source, e.g., part B or part C, Chapter 1, State funds, or other funds.

- (d) In addition, the State provides the following IL services to individuals and groups of individuals with significant disabilities⁴:

Please note, the following answers reflect all IL services -- including DSU's, other State agencies and the CIL in Maine.

- (1) ☒ Counseling services, including psychological, psychotherapeutic, and related services;
- (2) ☒ Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with significant disabilities);
- (3) ☒ Rehabilitation technology;
- (4) ☒ Mobility training;
- (5) ☒ Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services;
- (6) ☒ Personal assistance services, including attendant care and the training of personnel providing such services;
- (7) ☒ Surveys, directories, and other activities to identify appropriate housing, recreation opportunities, and accessible transportation, and other support services;
- (8) ☒ Consumer information programs on rehabilitation and IL services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been unserved or underserved by programs under this Act;

⁴ Insert an "X" or check mark for each IL service that will be made available. It is not necessary to insert any projection of numbers of consumers to be served.

- (9) ☒ Education and training necessary for living in the community and participating in community activities;
- (10) ☒ Supported living;
- (11) ☒ Transportation, including referral and assistance for such transportation;
- (12) ☒ Physical rehabilitation;
- (13) ☒ Therapeutic treatment;
- (14) ☒ Provision of needed prostheses and other appliances and devices;
- (15) ☒ Individual and group social and recreational services;
- (16) ☒ Training to develop skills specifically designed for youths who are individuals with significant disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options;
- (17) ☒ Services for children with significant disabilities;
- (18) ☒ Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with significant disabilities;
- (19) ☒ Appropriate preventive services to decrease the need of individuals with significant disabilities assisted under this Act for similar services in the future;
- (20) ☒ Community awareness programs to enhance the understanding and integration into society of individuals with disabilities; and
- (21) ☒ Such other services as may be necessary and not inconsistent with the provisions of this Act.

Attachment 1 describes the extent and scope of the IL services identified above, and how they meet the State's objectives for IL. The attachment also describes any arrangements of grants or contracts made by the State for providing such services.

Section 12: Eligibility, Records, IL Plans, and Notice of Client Assistance Program

12.1 Eligibility for Receipt of Services (Sections 7(15)(B) and 703 of the Act; 34 CFR 364.51)

- (a) Individuals with significant disabilities are eligible for services provided under the SPIL.
- (b) To be eligible, an individual is one:
 - (1) Who has a significant physical, mental, cognitive, or sensory impairment;
 - (2) Whose ability to function independently in the family or community or whose ability to obtain, maintain, or advance in employment is substantially limited; and
 - (3) For whom the delivery of IL services will improve the ability to function, continue functioning, or move towards functioning independently in the family or community or to continue in employment.

12.2 Consumer Service Record (Sections 704(m)(4)(B), 725(c)(8) of the Act; 34 CFR 364.53)

A consumer service record (CSR) will be maintained for each consumer of services, other than information and referral, which will contain documentation that the consumer is eligible or ineligible for IL services, the information required for the annual performance report under 34 CFR 364.36 and 366.50(h), and an IL plan (ILP) or a waiver as described in SPIL Section 13.3.

12.3 IL Plans (Sec. 704(e) and 725(c)(14) of the Act; 34 CFR 364.52)

The State provides IL services under Chapter 1 to individuals with significant disabilities in accordance with an ILP mutually agreed upon by an appropriate staff member of the service provider and the individual, unless the individual signs a waiver stating that such a plan is unnecessary.

12.4 Notice about the Client Assistance Program (Sections 20 and 704(m)(1) of the Act; 34 CFR 364.30)

All recipients of financial assistance under Chapter 1 that provide services to individuals with significant disabilities advise those individuals seeking or receiving IL services about the availability of the Client Assistance Program under section 112 of the Act, the purposes of the services provided under such program, and information on the means of seeking assistance under such program.

Section 13: Statewide Network of Centers for Independent Living (CILs)

13.1 Network Design (Sec. 704(g) of the Act; 34 CFR 364.25(a))

The State has developed a design for the establishment of a statewide network of CILs that comply with the standards and assurances set forth in section 725 of the Act.

13.2 Unserved and Underserved Areas and Priorities (Sec. 704(g) of the Act; 34 CFR 364.25(b))

(a) The network design:

- (i) identifies unserved and underserved geographic areas of the State; and
- (ii) includes an order of priority for the establishment of CILs in those areas.

Attachment 1 describes the design for the establishment of a statewide network of CILs and the order of priorities for the establishment of new CILs. This attachment should be visionary. If the State believes the network is complete, the attachment describes the network, including how it complies with §725 of the Act. future plans for expansion of the network to serve populations that are currently unserved or underserved.

Section 14: Communication, Cooperation, and Coordination (Sections 704(I-k) of the Act; 34 CFR 364.26 and .27)

- (a) The State takes steps that maximize the communication, cooperation, coordination, and working relationships among --
 - (1) the SILS program, the SILC and CILs; and
 - (2) the DSU, other State agencies represented on the SILC, other councils that address the needs of specific disability populations and issues, and other public and private entities, including Indian Tribal Councils, determined to be appropriate by the SILC.
- (b) The State ensures that services funded under Chapter 1 will complement and be coordinated with other services to avoid unnecessary duplication with other Federal, State, and local programs, including the IL program for older individuals who are blind funded under Chapter 2 of Title VII.
- (c) The State coordinates Federal and State funding for CILs and SILS.

Section 15: Evaluation Plan (Sec. 704(n) of the Act; 34 CFR 364.38)

- (a) The State establishes a method for the periodic evaluation of the effectiveness of the SPIL:
 - (1) In meeting the State's objectives and timelines for meeting those objectives;
 - (2) In the satisfaction of individuals with disabilities; and
 - (3) In meeting the objectives established in Section 9 of the SPIL.
- (b) The State agrees to annually submit the results of DSU and SILC evaluation activities, including the most recent evaluation of Title VII consumer satisfaction, with the annual performance report to RSA.

ATTACHMENT 1

GOALS, MISSIONS, AND OBJECTIVES

Uses, Objectives and Amounts of Title VII, Part B Funds (SPIL Section 9.1)

The total of Title VII, Part B funds coming to Maine annually is roughly \$295,000. Maine anticipates this federal amount will remain steady for the duration of this SPIL. Title VII, Part B funds currently come directly to the State agency, the Division of Vocational Rehabilitation (DVR).

The State's objective is to maximize the leadership, independence, productivity, and integration of individuals with disabilities. The DSU collaborates with the SILC to plan for independent living needs. SILC provides leadership and issue-oriented projects covering information coordination, outreach to Maine citizens with disabilities, and advocacy for and evaluation of independent living services.

The DSU oversees programs that enable individuals with physical and mental disabilities to live more independently in their homes and communities. The programs deliver IL services to eligible persons to overcome substantial barriers to functioning independently. All services are consumer directed, with active participation by the eligible individual. Services are subject to the availability of funds and must be provided in a cost effective and responsible manner.

Since 1999, DVR has contracted with Alpha One, which is the CIL in Maine, to provide direct IL services. From the Title VII, Part B funds, roughly \$270,000 is used to contract with Alpha One for IL services. DVR contributes an additional \$235,000 to this amount for IL services.

Also from the Title VII Part B funds, \$25,000 is used to fund the SILC resource plan. DVR contributes \$10,000 in addition to this amount, and SILC will develop supplemental funding, such as grants from other sources, to support the SILC objectives. The objectives are described at the end of Attachment 1 in the "Goals and Outcomes for SILC Work." (See also Attachment 2, Anticipated Budget.)

Outreach and Public Education

(SPIL Section 10)

SILC and Alpha One conduct a wide array of outreach activities to ensure Maine people with disabilities receive information and services without discrimination. Alpha One targets minority group organizations in Maine as part of its outreach program. SILC includes representation from the Native American community on its Council and from most Maine counties. Alpha One provides IL services from three locations to reach urban and rural populations and delivers its services to all geographic areas of the state. Outreach presentations are continually conducted on a wide variety of disability topics throughout the state. Alpha One publishes "One in Five," a quarterly newsletter that is distributed by mail and through organizations statewide.

SILC and Alpha One (as well as the DSU) include people with all types of disabilities in their activities, including people with sensory, cognitive, mental, and physical disabilities. These organizations are committed to making outreach and informational materials available in alternative formats to provide equal access to all citizens. This includes the continued and expanding use of electronic formats such as e-mail and websites. (See <http://www.alphaonenow.com> and <http://www.mainesilc.org>.) Both organizations also routinely use TTY's and make materials available in formats such as Braille and large print, as needed.

During the development of the SPIL, SILC included underserved disability groups and identified specific needs for people who have cognitive

disabilities (adult education) or mental impairments (employment). SILC - also identified a general need for improved links to information about available programs and services. The Goals and Outcomes for SILC Work focus on activities designed to increase awareness about crucial independent living issues, support for legislative and policy change, and collaboration and improvement of communication between organizations and individuals. The Goals and Outcomes for SILC Work also will develop educational materials and empowerment of Council members to extend SILC's leadership and visibility throughout Maine.

Scope of IL Services

(SPIL Section 11)

On October 1, 2002 DVR awarded a contract to Alpha One with a renewal option for two further years. By contracting IL services to Alpha One, the State and SILC fulfill the goal to ensure consumer control, peer support, self-help, and individual and systemic advocacy, which are the foundation of Alpha One's service model.

Under the Independent Living Services Program contract, consumers can receive the services listed below, based on their individualized IL plans and according to the ILSP Policy Manual. Alpha One employs Independent Living Specialists to deliver IL services. The service model used is essentially a case coordination model comprised of referral/response, eligibility determination, and IL plan development. Specific services can be summed up as follows:

IL Core Services

- Information and referral
- IL skills assessment and training
- Peer counseling and support
- Individual and systems advocacy

Additional services

- Benefits counseling and planning
- Personal assistance services
- Home modifications
- Adapted driving evaluation and education
- Technical assistance and financing for assistive technology including telecommunication
- Recreation opportunities
- Community education
- Accessibility design services
- Support services incidental to the provision of other planned services, including interpreter, reader, short term attendant care, temporary housing, and transportation

Program staff oversee the program funds, disperse payments for goods and services provided through the IL plan, directly provide core independent living services, and have responsibility for maintaining consumer records and financial information.

Statewide Network of CIL's (SPIL Section 13)

Alpha One is the only center for independent living in Maine. As described above, Alpha One delivers services statewide through a network of offices, home visits, and outreach. Founded in 1978, Alpha One is a consumer controlled, non-profit organization. Alpha One's service philosophy is based on the peer model and on equal access for people with a wide range of significant disabilities. It values improvement and innovation of options for independent living, continuing to develop programs that extend its array of IL services to reach all Maine citizens with disabilities.

Goals and Outcomes for SILC Work

The SILC work plan includes four overall activity areas – Information Coordination, Outreach and Promotion, Advocacy, and Evaluation. The SILC and the DSU have identified the needs for improving availability of information and increasing public participation through outreach and advocacy. These activities will focus on independent living issues of particular concern, including transportation, housing, personal assistance services, and recreation, particularly for rural areas of Maine. SILC also will survey consumers to identify and evaluate need for independent living services.

A. Information Coordination

Special project of a “Task Force” consisting of two or three SILC members, Alpha One, and appropriate stakeholders –

1. In collaboration with others, look at how the transportation system addresses needs of persons with disabilities, identifying information sources, existing services, model programs, and gaps.

Outcome - Year 1: Summary report to Council

2. In collaboration with others, look at how housing programs address needs of persons with disabilities, identifying information sources, existing services, model programs, and gaps.

Outcome - Year 2: Summary report to Council

Special project of two or three SILC members –

3. Develop and publicize information hub.

Outcome - Years 1, 2, 3: Add website links to other sites and information sources

Outcome - Year 2: Create interactive capability for people to provide input and discuss independent living issues

Evaluation Committee –

4. Coordinate with Olmstead Group on implementation of their “Roadmap,” especially regarding services for older adults.

Outcome - Years 1, 2, 3: Liaison on the Olmstead Group and provide reports to SILC

B. Outreach and Promotion

Outreach and Membership Committee –

1. Develop, update, and distribute materials about SILC.

Outcome - Years 1, 2, 3: Publish brochure and additional information and post to website

2. Develop materials on disability topics and advocacy regarding areas of concern in this work plan.

Outcome - Years 2 and 3: On the website, publish topical papers and guidance on issues of priority concern

3. Promote employer awareness about employment of all people with disabilities (e.g., mental disabilities) and about job accommodations and assistive technology.

Outcome - Year 3: Prepare and distribute materials

Outcome - Year 3: Presentation to employer groups

4. Develop training and mentorship strategies to promote new leadership on SILC and to empower all new members.

Outcome - Year 1: Design a written training and mentoring plan

Outcome - Year 1, 2, 3: Include training and mentoring with all orientations

Special project of two or three SILC members –

5. Collaborate on a strategy for improving carpooling and other transportation options. (See A.1 and C.1.)

Outcome - Year 2: Research public and private, local and regional, formal and informal options, resources, and service models

Outcome - Year 2: Promote the development of one (or more) local options

MORE Committee –

6. Promote recreational opportunities.

Outcome - Year 1: Create linkages to promote information networking about regional and local resources in collaboration with Alpha One

Legislative Committee –

7. Promote access to the political process, especially voting access.

Outcome - Year 1: Liaison with All Maine Votes and advocacy organizations

C. Advocacy

Special project of a "Task Force" consisting of two or three SILC members and Alpha One in collaboration with public or private transportation and housing agencies –

1. Promote the improvement of transportation and housing opportunities at local level. (See A.1, A.2, and B.5.)

Outcome - Years 2 and 3: Showcase examples of successful programs (e.g., on the website or at public presentations)

Executive Committee and Liaison to the State Rehabilitation Council –

2. Monitor progress of State programs for employment opportunity.

Outcome - Years 1, 2, 3: Liaison with State Rehabilitation Council

Evaluation Committee in collaboration with Department of Education, Bureau of Rehabilitation Services, and State Rehabilitation Council –

3. Promote improved access to adult education for all people with disabilities (e.g., cognitive disabilities).

Outcome - Year 1: Identify examples of successful programs

Outcome - Year 2: Develop written action plans to promote improvements in adult education

Legislative Committee –

4. Increase legislative awareness of the needs of people with disabilities, particularly Personal Care Assistance and housing issues, and of the impact of funding cuts.

Outcome - Year 1: Develop written talking points for testimony

Outcome - Year 1, 2, 3: Attend hearings and work sessions

D. Evaluation

Evaluation Committee –

1. Design a statewide evaluation process for gathering public input regarding independent living services in Maine.

Outcome - Year 1: Prepare a written plan for gathering input

Outcome - Year 2: Identify and consult sources of technical assistance for survey methods and evaluation process

Outcome - Years 2 and 3: Hold a series of town meetings statewide, based on the plan and funding in D.1 and D.2

Outcome - Year 3: Conduct survey and other evaluation process

2. Develop additional resources, including grant funding.

Outcome - Years 1 and 2: Develop written proposals in support of additional resources

Outcome - Years 1, 2, 3: Involve and collaborate with other participants as resources to help with the evaluation plan

Outcome - Years 2 and 3: Implement projects under additional funding

3. Analyze results for informing future planning for independent living services in Maine.

Outcome - Year 3: Written recommendations to SILC for the next State Plan for Independent Living

Committee Assignments for SILC Work Plan

Executive Committee

Years 1, 2, 3

- Monitor progress of State programs for employment opportunity.
(C.2)

Outreach and Membership Committee

Years 1, 2, 3

- Develop, update, and distribute materials about SILC.
(B.1)

Years 2 and 3

- Develop materials on disability topics and advocacy regarding areas of concern in this work plan.
(B.2)

Year 3

- Promote employer awareness about employment of all people disabilities (e.g., mental disabilities) and about job accommodations and assistive technology.
(B.3)

Year 1, 2, 3

- Develop training and mentorship strategies to promote new leadership on SILC and to empower all new members.
(B.4)

MORE Committee

Year 1

- Promote recreational opportunities.
(B.6)

Legislative Committee

Year 1

- Promote access to the political process, especially voting access.
(B.7)

Years 1, 2, 3

- Increase legislative awareness of the needs of people with disabilities, particularly Personal Care Assistance and housing issues, and of the impact of funding cuts.
(C.4)

Evaluation Committee

Years 1, 2, 3

- Coordinate with Olmstead Group on implementation of their "Roadmap," especially regarding services for older adults.
(A.4)

Years 1 and 2

- Promote improved access to adult education for all people with disabilities (e.g., cognitive disabilities).
(C.3)

Years 1, 2, 3

- Design a statewide evaluation process for gathering public input regarding independent living services in Maine.
(D.1)

Years 1, 2, 3

- Develop additional resources, including grant funding.
(D.2)

Year 3

- Analyze results for informing future planning for independent living services in Maine.
(D.3)

Special Projects

Years 1, 2, 3

- Develop and publicize information hub.
(A.3)

Year 1

- In collaboration with others, look at how the transportation system addresses needs of persons with disabilities, identifying information sources, existing services, model programs, and gaps.
(A.1)

Year 2

- In collaboration with others, look at how housing programs address needs of persons with disabilities, identifying information sources, existing services, model programs, and gaps.
(A.2)

Years 2 and 3

- Promote the improvement of transportation and housing opportunities at local level.
(C.1)

Year 2

- Collaborate on a strategy for improving carpooling and other transportation options.
(B.5)

Maine State Plan for Independent Living FY 2005-2007

ATTACHMENT 2
(SPIL Section 4.3)

Statewide Independent Living Council ANTICIPATED BUDGET			
	Year 1	Year 2	Year 3
Projected Sources:			
Bureau of Rehabilitation Services	35,000	35,000	35,000
Grants from other sources	10,000	10,000	10,000
Total:	45,000	45,000	45,000
Projected Expenses:			
Administrative Assistant	8,000	8,000	8,000
Advertising	300	300	300
SILC Meeting Travel and Meals	8,000	8,000	8,000
Interpreting	9,000	9,000	9,000
Support Services	1,800	2,000	2,000
Website and Newsletter	1,200	1,200	1,200
Communication	1,200	1,200	1,200
Professional Fees	2,500	2,500	2,500
Supplies, Postage, Printing	2,000	2,000	2,000
Equipment	1,000	1,000	1,000
Special Projects	10,000	10,000	10,000
Total:	45,000	45,000	45,000

ATTACHMENT 3
(SPIL Section 15)

EVALUATION PLAN

The State evaluates the effectiveness of the SPIL by reviewing progress toward achieving the goals and objectives described in Attachment 1 and by monitoring the contracts with Alpha One and SILC for delivery of IL services and IL planning.

Under the contract with Alpha One, the DSU receives quarterly reports describing whether the contract objectives are being met. Specific issues concerning individuals with disabilities are evaluated as they arise. The DSU and Alpha One review the effectiveness of the IL services contract in meeting SPIL goals on an annual basis. At the end of each year Alpha One submits a "704 Report" to RSA and the DSU.

Under the contract with SILC, DSU receives monthly reports regarding the budget and progress on the SPIL goals. The DSU regularly participates in SILC meetings. The Council as a whole and the Executive Committee monitor the overall effectiveness of the SPIL and review the completion of SPIL goals on an annual basis. At the end of each year the DSU and SILC jointly submit a "704 Report" to RSA.

The SILC Evaluation Committee will oversee the effectiveness of several specific initiatives. These include coordination with other organizations to promote implementation of Olmstead services and to improve access to adult education. The Committee will also develop a process for gathering public input to evaluate independent living services in Maine, including seeking additional funding for the evaluation and resulting in a series of recommendations for the next SPIL.